

**CYPRESS COLLEGE  
PRESIDENT'S ADVISORY CABINET  
Approved Minutes**

**February 18, 2016  
3-5:00 p.m., CCCPLX-419**

**PRESENT:** Bob Simpson (Pres), Santanu Bandyopadhyay (EVP), Karen Cant (VP), Phil Dykstra (DirInstRes&Plng), Jolena Grande (AcSen), Bryan Seiling (AcSen), Angelyn Garcia (Assoc Students), Angie Brito (Assoc Students), Rod Lusch (CSEA), Tina Johannsen (UF), Darlene Fishman (DMA)

**ABSENT:** Donna Landis (CSEA), Vacant Seat (ADFAC)

**GUESTS:** -

**RECORDER:** Ty Volcy

**REVIEW OF MINUTES**

The minutes of the February 04, 2016 meeting were approved with the following corrections:

- Page 4, CSEA section 2<sup>nd</sup> bullet point "...to the CSEA California Community College Committee."
- Page 4, UF section 1<sup>st</sup> bullet point "... first negotiations meeting with District is Monday."
- Page 4, UF section 3<sup>rd</sup> bullet point "... guest lectures for CTE. They also discussed biases when hiring and had a presentation on the FON and other fun fiscal facts."

**PRESIDENT'S REPORT**

Dr. Simpson provided the following updates:

College

- Dr. Katy Realista was offered and accepted the Interim Dean of Fine Arts position. She will start on February 24, 2016 after receiving Board approval.
- The District had questions related to the projected cost of the SEM building. We worked with consultants and presented a \$70 million proposal to the Board of Trustees. This presentation was not clear on what the \$70 million included and it was questioned if there would be additional soft costs increasing the total amount of the SEM building project. There was a meeting to resolve the issue. The \$70 million proposal is the high end of what the SEM building total cost will be. The project will most likely be \$50 - \$60 million.
- Chancellor's Staff discussed the Great Teachers Seminar which will be hosted by NOCCCD in Lake Arrowhead April 7-10. There are still quite a few spaces available and the District is encouraging faculty to attend. The seminar is open to both adjunct and full time faculty.

DCC

- The next meeting will be on Monday, February 22, 2016.

Board Meeting

- Dr. Simpson was unable to attend the Board Meeting on February 9 as he was in Washington, DC, attending the ACCT National Legislative Summit. Included in the DC conversation was the concept of free college and where the funds to support free college education would come from. There was an engaged discussion about community college cost and the cost of textbooks. Members of the House of Representatives also gave presentations on various topics.
- Kai Stearns-Moore and Melissa Utsuki unveiled the new NOCCCD website at the Board Meeting.
- The District's quarterly financial status reports and quarterly investment reports were also presented.
- The Board of Trustees approved the request to move \$12 million from the District's Unrestricted Funds to the Capital Outlay Fund for the Network Refresh Project. Dr. Simpson received clarification after the Board Meeting that the intention is to hire a consultant who will conduct an investigation to determine the needs of the District and make an appropriate recommendation. Conversations on the next steps for the project will take place after the investigation is complete and the recommendation is received. Dr. Simpson was assured that the Board Agenda Item submitted and approved at the February 9, 2016 Board Meeting should not be interpreted as an implementation map of White Paper.

## **EXECUTIVE VICE PRESIDENT'S REPORT**

Dr. Bandyopadhyay's provided the following updates:

### FTES

- The College lost more than 100 FTES between the beginning of the semester and census date. As a result of this loss, we will be 100-150 FTES shy of our 3% growth target. The College is reaching its capacity ceiling and it would be wise to keep this in mind when setting future growth targets. Winter intersessions will be considered as an option if we have to seek growth. We would need to assess the maximum units for courses and the types of courses that would be ideal to run during the winter. Dr. Bandyopadhyay will ask the deans to coordinate conversations with faculty to see what is feasible and should be considered.

### Basic Skills

- Dr. Bandyopadhyay attended the Basic Skills and Student Outcomes Transformation Program workshop on February 16. This grant proposal to support this program is fast paced with \$1.5 million allocated over the next 3 years. This grant is not as extensive as Federal grants but requires students to move up in credit-bearing courses and graduate within a certain timeframe. Multiple Measures can be integrated with this grant as well as aligning college and high school course work. We are also looking to integrate SCE classes that are offered to assist with getting students in college level courses.

## **VICE PRESIDENT'S REPORT**

Karen provided the following updates:

### Facilities Update

- The SEM building project is now starting to progress. The first architect hiring committee meeting has taken place and there are six companies who will be interviewed. We are currently conducting reference checks and will interview candidates during spring break. Contracts will likely be negotiated by MAAS and then presented to the Board for approval. The design of the building is expected to take about a year.
- The Thermal Energy contract was signed and the project will begin soon.

- The rain is currently pushing back the date for when sod can be placed on the soccer field.
- All of the programing for the SEM building, LLRC buildout, and Veteran's Resource Center are in draft format.

## **INSTITUTIONAL RESEARCH AND PLANNING REPORT**

Phil provided the following updates:

### Student Success Scorecard

- Phil shared draft information of the 2016 Student Success Scorecard Data for Cypress College and Fullerton College. The results are positive with both colleges at a higher percentage than the statewide average in each category.

## **ACADEMIC SENATE REPORT**

Jolena provided the following updates:

- CTE faculty members have mentioned concerns about the CTE award completion reducing as a result of the deadlines set to apply for courses. This issue occurred when changes were made to the degree application date, which changed the certificate application date. The application time frame was moved up and will be discussed further at the next Academic Senate meeting. This item was also discussed in the Deans meeting.
- Academic Senate passed a resolution regarding competitive salary and benefits for faculty.
- A presentation on pathways was given at the last Academic Senate meeting.
- Kathleen Reiland announced that her term for Program Review and Department-Planning Chair is ending. Jolena has sent out a call for interested faculty.
- Jolena will send out a call for the Professional Development Coordinator position.
- The SCE Academic Senate President presented information on Universal Design.
- Academic Senate will discuss the possibility of redoing the reassigned time study.
- Several appointments to evaluation committees were made. Jolena is excited about the amount of adjunct faculty members that are eager to be involved and join committees.
- Kathleen Reiland is planning to spend the summer writing a guide on the College's program review and department planning process. This would serve as a guide for the next program review and department-planning chair as well as be useful for the accreditation site team. This was mentioned as an information item but will be brought to PBC with a funding request and to PAC for a vote.

## **ASSOCIATED STUDENTS REPORT**

Angie provided the following updates:

- Welcome Back was on February 10. This was a fun event and many students joined the AS Council.
- Club Rush was on February 17, 2016.
- Hoops Night will be on February 18. The women's basketball team starts at 5pm and the men's team starts at 7pm.
- Senior Day will be on Thursday, February 25, 2016.
- The 20<sup>th</sup> Annual KinderCaminata will be on Friday, February 26, 2016.

## **CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT**

Rod provided the following updates:

- CSEA is in the process of finalizing the summer 4/10 workweek schedule with Human Resources. This schedule should be in effect from June 6, 2016 - August 12, 2016.

### **UNITED FACULTY REPORT**

Tina provided the following updates:

- UF had their first meeting on February 10 and their next meeting will be on February 24 at Cypress College in CCCPLX-414. UF will discuss benefits and there will be vendors onsite with giveaways.

### **ADJUNCT FACULTY UNITED REPORT**

No Report.

### **DISTRICT MANAGERS ASSOCIATION REPORT**

Darlene provided the following updates:

- DMA will continue their “one book” activity. The book for this semester will be Redesigning America’s Community Colleges by Thomas A. Bailey. One session will be held in April and the other will be held at the Spring Business Meeting.
- The DMA Spring Business Meeting will be on June 2, 2016 at the Holiday Inn. Breakfast will be served.

### **OTHER**

- The Board of Trustees appointed Dr. Cheryl Marshall as the NOCCCD Chancellor starting July 1, 2016.
- The pictures displayed in the Art Gallery during Opening Day are now on display on the 2<sup>nd</sup> floor of the Student Center.

The meeting was adjourned at 4:23pm. The next PAC meeting will be on March 03, 2016.